



Minutes
Glendive Job Service Employers Committee
October 7, 2008
Community First Bank

MEMBERS PRESENT	Cindy Berg	Eastern Montana Industries
	Pat Cunningham	Dawson Community College
	Jim Germann	Glendive Schools
	Nick Haag	MDU
	Sandi McGovern	Glendive Medical Center
	Kim Trangmoe	Glendive Chamber of Commerce
	MaryAnn Vester	Dawson Community College
	Bill Wade	Mid-Rivers Communications
	Tim Wall	Community First Bank

STAFF PRESENT	Lonnie Cross	Job Service
	Darla Handran	Job Service

MEMBERS ABSENT	Lee Boyles	Glendive Medical Center
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GUEST	Sue McPherson	Boss Office
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CALL TO ORDER	12:15	Bill Wade, Chair
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MINUTES	WALL/BERG Moved to accept as emailed	
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TREASURER'S REPORT	September financials were submitted by Treasurer Tim Wall:	
	Beginning Balance:	<u>\$ 4,315.33</u>
	September Income: Interest	\$.03
	ENDING BALANCE	<u>\$ 4,315.36</u>

JOB SERVICE REPORT Lonnie presented an update on Job Service happenings (see attachment). Lonnie also provided information on BEAR, the Business Expansion And Retention program.

CORRESPONDENCE We received a request from State Coordinator, Chris Wilhelm, to provide input on the topics for the annual JSEC meeting (now titled Innovation in Business Conference). Our group did not have any topic ideas to offer at this time.

NEWSLETTER The target month for the next issue going out is by the end of November. Please send your contributions to Darla dhandran@mt.gov or call 377-3314 ext 206.

OLD BUSINESS

LEADERSHIP GLENDIVE PROGRAM

This sub committee met the hour prior to the JSEC meeting. The application was RE-reviewed with further changes recommended. Sandi Cargill planned her day and the other members will use this as a guide/template. Money will be needed for supplies and binders, mailings, etc. Cash contributions and Sponsors will be solicited. Businesses will be asked to donate space to host (possibly provide food), and/or send an employee. Considering issuing a press release to keep this program “out there”.

501 © 3 TAX EXEMPT STATUS, INCORPORATION, IRS

(Committee: Sandi McGovern, Pat Cunningham, Steve Olson) Pat and Sandi provided an update on the process of obtaining tax exempt status and articles of incorporation.

WALL/VESTER Motion to file applications, pay applicable fees, have Bill Wade as Chair sign necessary documents and have the committee proceed in the completing the process.

Tim will issue payment of \$25 to accompany the Secretary of State Articles of Incorporation paperwork. Darla will mail this piece in today. The Application for Recognition of Exemption paperwork is getting close. Work to be done on 4 years of financials, scholarship information and By-Law sections.

FALL SEMINAR

(Committee: Pat Cunningham, Lee Boyles, Kim Trangmoe, MaryAnn Vester) This sub-committee will meet Wednesday, October 15th to discuss options. Cindy Berg made contact with Craig Anderson on providing training on a lock-down situation.

MEMBERSHIP RECRUITMENT

Sue McPherson is our guest today. Round table introductions. Bill explained the JSEC mission and highlighted committee projects. Members should continue to invite guests, with the goal of adding new members to our committee.

NEW BUSINESS

MSEC REQUEST FOR INPUT

Discussed previously in meeting.

ANNOUNCEMENTS

- Octoberfest this weekend at the EPEC
- Community First Customer Appreciation Luncheon huge success, served 600, perfect weather
- Deb Moore is teaching 3 classes, next three Wed evenings in DCC old gym, proceeds will go to the group that will travel to Europe next Spring
- Oct 14th, Carney Conference Center, Noon and 5 p.m. Sandi will be showing pictures of the Baltic Trip
- Haunted Hallow Oct 18th
- Farm & Ranch Banquet Nov 1st
- Zonta Nov 7 & 8
- Nov 12th the Capital Christmas Tree will come through Glendive
- Taste of the Holidays Nov 22nd

- Light Parade Nov 28th

ADJOURN 1:00 p.m.

NEXT MEETING **November 4th at noon**
Carney Conference Room #2

- **Leadership Glendive meeting prior to the general JSEC meeting. Please attend!**